

<b>DIVISION OF MINES</b>	<b>CHAPTER: VII Training And</b>
<b>PROCEDURES MANUAL</b>	<b>Accident Reduction</b>
	<b>PROCEDURE NO: 1.07.02</b>
	<b>ISSUE DATE: January 1, 1997</b>
<b>SUBJECT: Small Mine Safety Service</b>	<b>LAST REVISED: 01/29/99</b>

## **OBJECTIVE AND INTENT**

To assist small coal mines in developing a trained, safety conscious work force which is committed to working accident free while performing with a high degree of operational effectiveness and efficiency.

## **GENERAL**

- A list of mines employing 25 people or less will be developed to identify those with the highest NFDL rates and the highest total number of accidents for the previous twelve month period.
- Additional factors including, but not limited to, risk assessment evaluations, mine conditions, mining practices, potential mine life, significant geological abnormalities, ventilation - methane problems, and special investigations will warrant consideration in the selection process.
- A total of 21 mines will be selected and contacted for voluntary enrollment in the service.
- Participating mines should have a potential mine life of two years or more. However, should a mine official of a mine that has a high rating elect to participate in the service, even though the mine life is less than two years, the mine will be considered. If a mine closes prior to the expiration of the safety service, then the evaluation on the effectiveness of the service will be based on the length of time the mine participated in the service. Participation is established through an annual contract which is subject to renewal.

### **1. SMALL COAL MINE SERVICES OFFERED**

- DM personnel will provide and/or assist mine officials with various types of training, including: mine foreman retraining, electrical retraining, diesel engine mechanic retraining, annual refresher training, newly employed experienced miner training, new miner training, advanced first aid, gas detection, general coal miner, continuing education for foremen, and supervisory training for foremen. This training will meet MSHA requirements, 30 CFR Parts 48, 75 and 77, and Virginia requirements.

- Small Mine Service personnel will provide first priority response to on site problems and technical assistance when requested by mine officials.
- Small Mine Service personnel will schedule on site visits at least monthly and more often upon request, as needed.
- Small Mine Service personnel will schedule and conduct monthly, site specific safety talks.
- Site specific, educational safety material will be developed and provided for use in safety talks conducted by mine officials.
- Small Mine Service personnel will assist in the modification or development of mine plans, plan supplements, permits, etc., upon request.
- Small Mine Service personnel will provide various types of specialized, site specific education and training (JSO's/JSA's) on mine safety concerns.
- Small Mine Service personnel will work with mine officials and mining personnel to identify and resolve site specific safety issues in their respective areas of expertise.
- The Small Mine Safety Service and ARP staff will implement a formalized and structured "Train The Trainer" on-site training program. This program will provide quality, effective training to those mine officials and miners that conduct task, hazard and experienced miner training at selected SMSS and ARP mines. Assistance will also be provided to mine officials to help design mine specific training that should be included in annual retraining.

## 2. SMALL COAL MINE SERVICE IMPLEMENTATION

- Initial Site Visits
  - a. Small Mine Service personnel will introduce and explain the scope and intent of the safety service.
  - b. Small Mine Service personnel will communicate with mine officials and mine personnel to solicit input on training needs, concerns, and mine safety issues.
  - c. Small Mine Service personnel will explain their areas of expertise and capabilities (roof control, ventilation, electrical and training) to mine officials.
  - d. Small Mine Service personnel will assist, upon request, in developing plans to address deficiencies and areas of concern with input from mine officials, employees, inspectors, supervisors, and other Technical Specialists.
  - e. Small Mine Service personnel will discuss scheduling of visits to avoid burdensome restrictions on mining operations.

■ Scheduled Site Visits

- a. Quarterly scheduled site visits will be conducted by Technical Specialists, and at other times upon request.
- b. Technical Specialists will evaluate mine plans, mining methodology, considering safety and mining effectiveness/efficiency.
- c. The Roof Control specialists will assist with the following:
  - (1) Monitor and evaluate the roof control plan, accounting for changes in conditions, practices, etc.
  - (2) Evaluate compliance with the roof control plan, recognizing discrepancies and resolving the same.
  - (3) Identify potential areas of improvements and consult with mine officials, mine personnel, etc., on areas of improvements and/or concerns.
  - (4) Assist mine officials with roof control plan and supplements.
  - (5) Assist with formulating other roof control related plan matters such as bleeder roof support, roof fall cleanup, etc.
  - (6) Assist the Accident Reduction personnel, and other DM personnel with various types of training upon request.
- d. The Ventilation Specialists will assist with the following:
  - (1) Monitor and evaluate the adequacy and effectiveness of ventilation related plans, ventilation matters, etc.
  - (2) Evaluate compliance with ventilation related plans.
  - (3) Assist with formulating ventilation related plans and supplements.
  - (4) Assist with on site, ventilation related matters such as bleeder drainage, seal construction, etc.
  - (5) Assist the Accident Reduction personnel, and other DM personnel, with various types of training upon request.
- e. The Electrical Specialists will assist with the following:
  - (1) Conduct an overall evaluation of the electrical system and electrical installations, both surface and underground.
  - (2) Evaluate the entire electrical system and equipment for safety and compliance.
  - (3) Consult with mine officials and mining personnel on safety concerns and/or areas of improvement; assist with resolving such matters.
  - (4) Assist mine officials and mining personnel with establishing an equipment maintenance program upon request.
  - (5) Provide assistance related to other electrical matters upon request.
  - (6) Assist the Accident Reduction personnel, and other DM personnel, with various types of training upon request.

- f. The Small Mine Service personnel will perform the following:
  - (1) Provide and/or assist with various types of site-specific training including: mine foreman retraining, electrical retraining, diesel engine mechanic retraining, annual refresher training, newly employed experienced miner training and new miner training.
  - (2) Conduct an overall safety evaluation following established Small Mine Safety Service guidelines.
  - (3) Evaluate and identify training needs.
  - (4) Conduct on site job safety observations (JSO's)
  - (5) Conduct JSA's in areas of mine related accidents, areas of request, and where problems were identified during DM staff visits.
  - (6) Conduct training necessary to ensure that needs are being satisfied, to include deficiencies discovered during job safety observations.
  - (7) Conduct monthly specialized on site, job-specific safety talks.
  - (8) Provide educational and safety material for involvement in safety talks conducted by DM personnel and mine officials.
  - (9) Provide a Mine Foreman Duties checklist and an equipment Hazard Identification Checklist.

### 3. SMALL COAL MINE SERVICE EVALUATION

- At the conclusion of each service period the safety records of participating mines will be compared to a group of comparable, non-participating mines to measure and evaluate the effectiveness of the service. This evaluation will include the following factors:
  - a. Comparison of NFDL rates
  - b. Total number of accidents.
  - c. Quarterly evaluation of service elements by mine officials and mine personnel.
  - d. Quarterly evaluation of service elements by DM Inspector and Inspector Supervisor.
  - e. Total number of violations and orders per inspection hour (DM).
  - f. Comparison of tonnage (tons per man) vs. number of accidents (past vs. present).
  - g. Comparison of tonnage (tons per man) vs. number of violations (past vs. present).
  - h. Risk Assessment evaluation.
  - i. Total number of work days lost.
  - j. Total number of serious accidents.

## AGREEMENT

### SMALL COAL MINE SAFETY SERVICE

This Memorandum of Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_ by and between the Commonwealth of Virginia's (herein "Commonwealth") Department of Mines, Minerals and Energy, Division of Mines (herein "DM") and \_\_\_\_\_ (herein "Licensee").

WHEREAS, DM is the regulatory authority of the Commonwealth responsible for administering the Mine Safety Act, Virginia Code §§ 45.4-161.7 et seq. and the rules and regulations promulgated thereunder, for the purpose of providing for the safety and health of coal miners.

WHEREAS, the Licensee holds a license from DM for and is the operator of an (underground) (surface) coal mine located in \_\_\_\_\_ County known as \_\_\_\_\_.

WHEREAS, DM has developed the Small Coal Mine Safety Service Program (herein "Program") as more particularly described in Exhibit A hereto, and has determined, subject to the terms of this agreement, that Licensee qualifies for participation in the Program.

WHEREAS, subject to the terms of this agreement, Licensee desires to participate in the Program.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. DM agrees to accept Licensee into the Program, and pursuant thereto to deliver the services provided by the Program to the Licensee's employees commencing on \_\_\_\_\_, 200\_\_\_\_ and continuing through \_\_\_\_\_, 200\_\_\_\_, (herein "Term of this Agreement").
2. Licensee agrees to enroll and provide for the participation of \_\_\_\_\_ of its employees in the Program during the Term of this Agreement, and to pay to DM the sum of \$ \_\_\_\_\_ for the services to be provided by DM in conducting the Program.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto in the manner and form sufficient to bind them as of the day and year set forth above.

AS TO DM:

AS TO LICENSEE:

By: \_\_\_\_\_  
Frank A. Linkous, Chief

By: \_\_\_\_\_  
(Title)

Its \_\_\_\_\_

Enclosure: Exhibit A, Description of Small Coal Mine Safety Service Program